

**MINUTES-REGULAR MEETING
CITY OF GODDARD
118 NORTH MAIN, GODDARD, KS
MONDAY, FEBRUARY 2, 2015**

The Goddard City Council met in a Regular Session at Goddard City Hall on Monday, February 2, 2015 at 7:00 p.m. with Mayor Marcey Gregory presiding. Mayor Gregory provided the invocation. Council members present were Joe Torske, Larry Zimmerman, Clayton Applegate, Chris Hahn and Jamey Blubaugh.

Also present were: Kyler Ludwig, Assistant City Administrator; Teri Laymon, City Clerk; Sam Houston, Police Chief; Justin Givens, Community Development Director; Matt Lawn, City Treasurer; and Harlan Foraker, City Engineer.

APPROVAL OF THE AGENDA

MOTION: Councilmember *Torske* moved to approve the agenda. Councilmember *Zimmerman* seconded the motion. The motion carried unanimously.

CITIZENS' COMMENTS

None

PROCLAMATIONS AND AWARDS

None

APPROVAL OF CONSENT AGENDA

The City Clerk submitted for approval, the minutes of the regular meeting dated January 20, 2015, an accounts payable list dated January 22, 2015 for \$182,684.53, and a Cereal Malt Beverage License Application for Tanganyika Wildlife Park, LLC.

MOTION: Councilmember *Torske* moved to approve the consent agenda. Councilmember *Hahn* seconded the motion. The motion carried unanimously.

CHARTER ORDINANCE- CAPITAL IMPROVEMENT PLAN FINANCING

Kyler Ludwig, Assistant City Administrator, presented a proposed Charter Ordinance provided by legal counsel exempting the City of Goddard, Kansas from the provisions of K.S.A. 14-570 and K.S.A. 14-571 which limits the ability to debt finance certain capital improvement projects. Ludwig said that under current State legislation, the City is not permitted to finance park and recreation improvements, acquisition of land, projects outside of the city limits, and the purchase of vehicles/equipment used for the capital projects.

Ludwig explained that the City could use its home rule powers to exempt itself from K.S.A. 14-570 and 14-571 to allow the City to finance park improvements, land acquisition, and equipment through General Obligation bonds if they are part of the Capital Improvement Plan. To pass the charter ordinance a 2/3 majority of the entire governing body (4 votes) is required. The Charter Ordinance needs to be published once a week for two consecutive weeks in the official City newspaper, and shall take effect sixty days after final publication.

Kyler Ludwig introduced Mitch Walter with Gilmore and Bell answer any questions by the Governing Body.

MOTION: Councilmember **Torske** moved to waive the reading of the Charter Ordinance. Councilmember **Blubaugh** seconded the motion. The motion carried unanimously.

MOTION: Councilmember **Torske** moved to adopt said ordinance. Councilmember **Blubaugh** seconded the motion.

Roll Call Vote: Torske – Yes, Zimmerman – Yes, Applegate – Yes, Hahn – Yes. Blubaugh – Yes.

Thereupon, the Charter Ordinance duly passed and the Ordinance was then duly numbered 12.

COMPREHENSIVE PLAN

Justin Givens, Community Development Director stated the Goddard Planning Commission approved a recommendation for adoption of the 2015 Goddard Comprehensive Plan at their January meeting. The Plan was undertaken several years ago and has gone through several versions. The final plan incorporates 2010 census data.

Givens said that Comprehensive Plan's serve as a guide to assist policy makers in their decisions and the allocation of resources. The plan is especially helpful to the Planning Commission as a guide for land use based decisions including requests for changes in zoning and conditional use permits.

The document consists of eight sections that lay a basis for planning in the community and build on some of the factors that have shaped Goddard from inception. Sections of the Comprehensive Plan include:

Background for Planning;	Goals and Objectives;
Demographic Patterns;	Land Use;
Housing;	Transportation;
Public Facilities;	Plan Implementation;

The Governing Body tabled the adoption of the 2015 Comprehensive Plan to allow staff to review and to update any outdated information.

PURCHASE OF TRAFFIC CONTROL SIGNAGE

Kyler Ludwig presented a request for purchase of traffic control signage by Tylor Struckman, Public Works Operations Manager, in order to comply with the sign reflectivity standards adopted by the Federal Highway Administration. The plan calls for the City to begin replacing non-compliant warning and regulatory signs by 2015 and to replace street name signs by 2018.

Staff solicited bids from three sign companies, National Sign Co., Inc., Econo Signs, and Lowen Corporation with the low bid for the annual traffic signage purchase coming from National Sign Co., Inc., totaling \$9,980.31 for 267 signs and 110 posts and post hardware.

In addition to the annual sign order, the bid also includes signs and posts for the recently passed ordinance allowing use of full lane by pedestrians and bicyclists. The total for these signs and posts is \$3,778.65.

Staff recommended allocating the expenditure of \$13,758.96 to line item 40-430-8521 (Street Fund, Operations cost center, Street Signage line item). This expenditure will cause the city to exceed its budget of \$6,000.00 on line item 40-430-8521, but it will bring the City into compliance of the 2015 requirement for all warning and regulatory signs.

Councilmember Hahn stated that he is in favor of purchasing the signs for regulatory purposes but stated that he is not in favor of purchasing signs for the lane change ordinance. Police Chief Sam Houston stated that the police department would not be able to enforce the new ordinance without signage. Hahn added that he would not have voted for the full lane change ordinance if he knew it was going to cost over \$3,700 for signs. Councilmember Torske suggested budgeting for the expenditure of lane change signs in 2016.

MOTION: Councilmember *Hahn* moved to approve the expenditure of \$9,980.31 for 267 signs and 110 posts and post hardware and to allocate the expenditure to line item 40-430-8521. Councilmember *Torske* seconded the motion. The motion carried with Councilmember Applegate opposing.

RECEIVE AND FILE – PURCHASING POLICY

Kyler Ludwig presented a purchasing policy that combines the purchase policy and purchase card policy previously adopted that contains conflicting expenditure thresholds. Ludwig said the document seeks to align the policy into present day practices. The document contains 10 sections, including appendices containing forms and requisitions. Ludwig requested that the Governing Body address any questions or concerns to Brian Silcott for final review.

ASSISTANT CITY ADMINISTRATOR’S REPORT

Kyler Ludwig reviewed the following Assistant City Administrator’s Report dated February 2, 2015:

Honorable Mayor and City Council;

Below is a highlight of items of note, which are currently underway:

Zoning Code Update: The Planning Commission is slated to consider an update to the zoning code. This will occur at the Planning Commission’s February 12 regular meeting with the City Council considering the item at the April 6 meeting.

Code Enforcement: A property owner has requesting a hearing before City Council on February 17 for a junk motor vehicle in the area of 4th and Walnut Streets. During the month of February, staff will focus on educating about “Neighborhood Blight,” We expect a few more requests for council hearings.

Wastewater Lagoon Manhole: Mayer has temporarily fixed the manhole, and staff will be discussing options with the City Engineer to help prevent future problems with this manhole. The recommended fix for the manhole will be approximately \$5,000 with additional costs to fill in the area of the pond surrounding the manhole with dirt and riprap rocks to prevent erosion.

UV Lamps/Wipers: Purchase of approximately \$10,000 in UV equipment which was budgeted for in the 2015 budget will be presented to council at the March 2 meeting. Staff is currently working on a more

detailed replacement schedule for the Wastewater Treatment Plant to help with the budget process for 2016.

City Elections: One candidate filed for the mayoral election. Three candidates filed for office in the city council election to fill three seats. The general election will take place on April 7 and the deadline to register to vote for this election is March 17.

Park Board: It is anticipated that two candidates will be needed for the park board. If you have suggestions please forward them on to Brian or Mayor Gregory. Mr. Silcott is working to set up the first scheduled meeting.

Upcoming Discussions for Council: Tobacco Free Parks, Park Mowing RFP, Council Work Plan

Upcoming Events

Planning Commission Meeting, February 12th 7:00 pm, City Hall

Activities Committee Meeting, February 12, 7:15 pm, Goddard Library

President's Day, February 16, City offices will be closed

Council Meeting, Tuesday February 17, 7:00pm (moved because of the holiday)

Respectfully Submitted, Kyler S. Ludwig, Assistant City Administrator

GOVERNING BODY COMMENTS

Councilmember Torske asked if it would be possible to retrieve a list of business in the City that receive special permissions from KDHE. Justin Givens said he would contact Sedgwick County on the issue.

Councilmember Zimmerman stated that he would like to see a comparison of estimated expenditures for mowing city property internally to the actual amount spent on the 2014 mowing contract, before sending out a Request for Proposal for mowing.

Councilmember Hahn asked Justin Givens if he has had any progress on contacting out of town contractors or developers regarding projects in Goddard. Justin responded that he has had discussion with several Kansas contractors on different projects.

Mayor Marcey Gregory announced that she would be attending City Hall Day in Topeka on February 7 along with a student from Goddard Schools who won the "If I were Mayor" essay contest. Mayor Gregory stated the student would also be sitting next to her at the February 17 City Council Meeting. Mayor Gregory added that there would be a Sedgwick County Area of Cities meeting on Saturday February 14 at the City Arts Building in Wichita.

ADJOURNMENT

MOTION: Councilmember *Torske* moved to adjourn the regular meeting.
Councilmember *Applegate* seconded the motion. The motion carried unanimously.

*Meeting adjourned at 8:20 p.m.
Teri Laymon, City Clerk*